

WILLARD CITY CORPORATION PC091516

DATE: September 15, 2016
TIME: 6:30 p.m.
PLACE: Willard City Hall
ATTENDANCE: Chairperson – Terry Ross
Commissioners: Sidney Bodily, John Seamons, Chandler Bingham
Bryce Wheelwright - City Planner (non-voting member)
Gaylene Nebeker - Planning Commission Secretary
EXCUSED: Leslie Meyer, Gary Hart, Del Fredde – City Council member (non-voting member)
CITIZENS: See attached sheet

1. **Prayer – Chandler Bingham**
2. **Pledge of Allegiance led by Sid Bodily**
3. **General Public Comment (Input for items not on the agenda)**
4. **Discussion Item**

a. Review of Section 12-110 Zoning Districts

A discussion was held on Section 12-110 of the Zoning Ordinance. Chairperson Ross suggested he read through the ordinance to see if there are any additional changes and suggested wording be addressed to make it flow better. It was suggested the Board of Adjustment be changed to Appeal of Authority upon the State recommendation to get away from a Board of Adjustment and go with an Appeal Authority. Commissioner Bodily asked who would be the Appeal Authority. City Planner Wheelwright stated it would need to be one individual such as a Land Use Attorney but the city would need to decide.

There was discussion held on developers being responsible for mailing out the notices. Commissioner Bodily asked if the city would be liable if a landowner did not receive notice of a public hearing. It was suggested clarification from the attorney on the legalities of someone not getting a notice. There is a 30 day appeal option in the ordinance if someone would want to contest the notice. City Planner Wheelwright said the Willard City Zoning Ordinance states it is the responsibility of the developer to send out the notices by certified mail. It was asked why the city does it. Chairperson Ross felt if the notice comes from the city it has more teeth with it. Planning Commission Secretary Nebeker said with all the noticing requirements it is easier for the city to send them out and bill the developer.

In the ordinance it states the packet needs to be submitted to the City Recorder and this needs to be changed to the City Planner. Planning Commission Secretary Nebeker stated after stepping out of the meeting to discuss with Teri Fellenz the mailing requirements she stated the city would not send out the notices certified because of the cost and time involved in sending out notices. She also said the city has done their due diligence by publishing it in the newspaper, on the public meeting notice website, posted at the City Office and mailed to each effected property owner. Teri

also suggested the Planning Commission look at the ¼ mile distance for notifications stating ¼ mile is way too much and thought the 500 ft. might be better. Commissioner Bodily asked if this was a city requirement or a State requirement. Planning Commission Secretary Nebeker said she would look at the State Law requirements and if no requirements she would reduce the distance to 500 ft. There was no further discussion and Chairperson Ross asked for a motion to set this item for a public hearing.

A motion was made by Commissioner Bingham to set a public hearing for Section 12-110 Zoning Districts with the changes made. The motion was seconded by Commissioner Bodily. The motion carried with a unanimous vote. The public hearing will be scheduled for October 20, 2016.

6. Approval of Minutes

The minutes of the August 18, 2016 Planning Commission meeting were reviewed. A motion was made by Commissioner Seamons to approve the above minutes as amended with typographical errors. The motion was seconded by Commissioner Bodily. The motion carried.

7. Commissioner Comments/Staff Comments

City Planner Wheelwright reported Granite Ridge recorded their plat and are able to sell lots. The trail around the Willard Dike had been paved. The signs are being put up on 200 West Trail with a kiosk and drink fountain that still needs to be installed. He reported on an upcoming Master Trails Planning meeting on September 19th and would like input from the Planning Commission on any ideas they may have for trails. Chairperson Ross asked if there were plans for a trail on this side of the mountain going up to Willard Peak. City Planner Wheelwright stated yes but it is only a concept plan. Chairperson Ross voiced concerns about individuals being up where our water shed is. City Planner Wheelwright said the city has a water protection zone around the water shed and said it would also depend on where they put the trail. The Trail Committee is looking at some east/west connecting trails in Willard and Perry. Commissioner Seamons asked if the possibility of a trail head on this side of the mountain. City Planner Wheelwright would like to see the trailhead put in the Granite Gravel Pit once they are finished with it. Commissioner Bingham would like to see one put in between the Willard owned Gravel Pit and the Arnell Wells Gravel Pit. He also read where Perry City was trying to get the money to put in the remainder of the 200 West Trail. City Planner Wheelwright said it would be 2020 before it would be complete.

Commissioner Seamons asked about the bike lane being put in along Hwy 89. City Planner Wheelwright said it is scheduled to be completed in the spring of 2017. Chairperson Ross asked what would need to happen to have the 200 West Trail connect with Weber County Trails. City Planner Wheelwright explained there is a Railroad Right of Way that goes all the way to Weber County. Chairperson Ross asked about the easements that go through the properties in South Willard stating there are a lot of homes built close to the railroad tracks. City Planner Wheelwright was not sure if the home owners were allowed to build on the easement and was not sure where the easement was located.

Commissioner Bodily asked if anyone from Willard City was on the committee. City Planner Wheelwright said individuals from BRAG, Box Elder County, South Willard, UDOT, UTA and Willard City are on the committee and said the Trails Committee would like to have an active transportation corridor to get individuals out and active.

Commissioner Bodily asked about the Jon Sorensen development and if the city would look at putting in 100 West during the concept phase of his plan. City Planner Wheelwright said this issue will be discussed during the subdivision process. There was discussion held on what would need to be done to put in the road.

There was no further comments and Chairperson Ross asked for a motion to close the meeting.

8. Adjourn

A motion was made by Commissioner Bingham to adjourn the September 15, 2016 Planning Commission meeting. The motion was seconded by Commissioner Seamons. The motion carried with a unanimous vote. The meeting adjourned at 7:30 p.m.

Minutes were read individually and approved on_____

Planning Commission Chair Person
Terry Ross

Planning Commission Secretary
Gaylene Nebeker